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Sent: Tuesday, March 30, 2010 3:30 PM
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Subject: Chain of custody

In the event GC/MS operators need to return a sample to the primary chemist, please have the primary chemist fill out a new GC/MS control sheet so the sample can be signed in again by the GC/MS laboratory. Results of the first GC/MS analysis should be recorded on the original control sheet and also on the back of the evidence control card. If a sample is reanalyzed on a new run but does not ever leave the GC/MS laboratory (i.e. unknowns), the original control sheet can be reused if space allows to document the full analytical history. The back of the evidence control card should also reflect the history of the sample in the GC/MS laboratory.